

14 October 2024

s9(2)(a)

Ni sa bula vinaka s9(2)(a)

## RESPONSE TO AN OFFICIAL INFORMATION ACT REQUEST (REF: DOIA021-2024/25)

On 9 October 2024, you contacted the Ministry for Pacific Peoples (the Ministry) requesting under the Official Information Act 1982 (OIA), copies of documents relating to Budget 2024. I have outlined your specific request and my response below.

*Can I please request a copy of the following titles under the OIA:*

- *Ministerial Submission Letter for the Budget 2024 Initial Baseline Exercise Summary (received 19 February 2024)*
- *Budget 2024 Initial Baseline Exercise Summary (received 19 February 2024)*
- *Budget 2024 Ministerial Submission Letter to Minister of Finance (received 19 February 2024)*

I have appended to this letter three documents that match the titles you have requested (refer to **Appendix 1**). Please note that some information has been withheld under:

- Section 9(2)(a) of the OIA to protect the privacy of natural persons and
- Section 9(2)(f)(iv) of the OIA to protect the confidentiality of advice tendered by Ministers of the Crown and officials.

I am satisfied that there are no other public interest considerations that render it desirable to make the information withheld under section 9 of the OIA available.

In line with standard OIA practice, the Ministry proactively publishes some of its responses to OIA requests. As such, this letter may be published on the Ministry for Pacific Peoples' website. Your personal details will be removed, and the Ministry will not publish any information that would identify you or your organisation.

Should you wish to discuss this response with us, please feel free to contact the Ministry at: [oi\\_requests@mpp.govt.nz](mailto:oi_requests@mpp.govt.nz).

If you are dissatisfied with this response, you have the right, under section 28(3) of the OIA, to seek an investigation and review by the Ombudsman. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or freephone 0800 802 602.

Vinaka vakalevu

pp 

Danilo Coelho de Almeida  
**Deputy Secretary**  
**Corporate and Support Services**

**Appendix 1: List of documents for release**

#	Date	Document title	Decision on release
1	19 February 2024	Ministerial Submission Letter for the Budget 2024 Initial Baseline Exercise Summary	Some information withheld under: <ul style="list-style-type: none"> <li>• Section 9(2)(a)</li> </ul>
2	19 February 2024	Budget 2024 Ministerial Submission Letter to Minister of Finance	Full contents of letter released.
3	19 February 2024	Budget 2024 Initial Baseline Exercise Summary MPP	Some information withheld under: <ul style="list-style-type: none"> <li>• Section 9(2)(f)(iv)</li> </ul>

**BRIEFING:**

**Ministerial Submission Letter for the Budget 2024 Initial Baseline Exercise Summary**

This briefing seeks your approval of the Ministerial Submission letter to Minister of Finance, Hon Nicola Willis, confirming the submission of the Initial Baseline Exercise Summary for the Ministry for Pacific Peoples.

<b>Date:</b>	19 February 2024	<b>Reference:</b>	B031-2023/24
<b>Security Level:</b>	In Confidence		
<b>Addressee</b>	Hon Dr Shane Reti – Minister for Pacific Peoples		

**ACTION/S SOUGHT**

Actions
<p><b>It is recommended that you:</b></p> <ul style="list-style-type: none"> <li>a. <b>Approve</b> and sign the Budget 2024 Ministerial Submission Letter (attached at <b>Appendix 1</b>).</li> <li>b. <b>Approve</b> the Budget 2024 Initial Baseline Exercise Summary (attached at <b>Appendix 2</b>)</li> <li>c. <b>Note</b> that contingent on your approval, your office will share the Ministerial Letter and Initial Baseline Exercise Summary to the Minister of Finance.</li> </ul>

**MINISTRY CONTACTS**

Name	Position	Telephone	1 <sup>st</sup> Contact
Danilo Coelho de Almeida	Deputy Secretary, Corporate Services	s9(2)(a)	✓
Gerardine Clifford-Lidstone	Secretary for Pacific Peoples	s9(2)(a)	

**MINISTER'S OFFICE TO COMPLETE**

- |   |  |
|---|--|
| <input type="checkbox"/> Approved             | <input type="checkbox"/> Declined            |
| <input type="checkbox"/> Noted                | <input type="checkbox"/> Needs Change        |
| <input type="checkbox"/> Seen                 | <input type="checkbox"/> Overtaken by events |
| <input type="checkbox"/> See Minister's Notes | <input type="checkbox"/> Withdrawn           |

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19 February 2024

Hon Dr Shane Reti  
**Minister for Pacific Peoples**

## **Ministerial Submission Letter for the Budget 2024 Initial Baseline Exercise Summary**

### **Purpose**

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1. This briefing seeks your approval of the Ministerial Submission letter to Minister of Finance, Hon Nicola Willis, confirming the submission of the Initial Baseline Exercise Summary for the Ministry for Pacific Peoples.

### **Background**

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2. On 11 December 2023, Cabinet agreed to a Fiscal Sustainability programme. This phase of the programme, the Initial Baseline Exercise, forms the basis of Budget 2024. It aims to provide an oversight of the activities and expenditures of each Vote and for agencies to submit proposals aligned to the Government's priorities.

### **Savings through baseline reduction**

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3. The Ministry's savings proposal aligns with the Government's priority of 'delivering effective and fiscally sustainable public services'. The Ministry plans to achieve this by reducing back-office FTE, through the rationalising and clustering of functions. There will be subsequent reduction to overhead costs relating to a reduced workforce.

### **Next steps**

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4. Contingent on your approval, your office will share the attached Budget 2024 Ministerial Letter and Budget 2024 Initial Baseline Exercise Summary to the Minister of Finance.

**Recommendations**

5. It is recommended that you:
- a. **Approve** and sign the Budget 2024 Ministerial Submission Letter (attached at **Appendix 1**).
 

YES / NO
  - b. **Approve** the Budget 2024 Initial Baseline Exercise Summary (attached at **Appendix 2**).
 

YES / NO
  - c. **Contingent** on your approval, your office will share the Ministerial Letter and Initial Baseline Exercise Summary to the Minister of Finance.

**Noted**



.....  
 Danilo Coelho de Almeida  
 Deputy Secretary, Corporate Services  
 Ministry for Pacific Peoples




*Letter signed & sent*

.....  
 Hon Dr Shane Reti  
 Minister for Pacific Peoples

Extremely dissatisfied (1)	Dissatisfied (2)	Neither satisfied or dissatisfied (3)	Satisfied (4)	Extremely Satisfied (5)
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On a rating between 1 (being extremely dissatisfied) and 5 (being extremely satisfied), please indicate your satisfaction with the advice by circling your preferred rating.

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**Appendix 1: Budget 2024 Ministerial Submission Letter**

(See attached).

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**Appendix 2: Budget 2024 Initial Baseline Exercise Summary**

(See attached).

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**Hon Dr Shane Reti**

Minister of Health  
Minister for Pacific Peoples



Hon Nicola Willis  
Minister of Finance  
Parliament Buildings  
WELLINGTON

Dear Nicola

**Confirmation of Submission of Initial Baseline Exercise for the Ministry for Pacific Peoples**

I am confirming that I have submitted the Initial Baseline Exercise for the Ministry for Pacific Peoples, which covers a proposal for the baseline reduction savings for the Pacific Peoples Portfolio.

The Budget 2024 Initial Baseline Exercise Summary template for the Agency is attached.

The individual baseline reduction initiative outlined below for the Pacific Peoples portfolio has also been submitted as part of our Budget 2024 Initial Baseline Exercise return:

ID 62207	Ministry for Pacific Peoples Change Management – Return of Baseline Savings
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Yours sincerely

Hon Dr Shane Reti

**Minister for Pacific Peoples**

### Annex 1: Budget 2024 Initial Baseline Exercise Summary Template

#### Section 1: Overview

Summary of proposed operating baseline changes through Budget 2024.

	Impact \$m increase/(decrease)					
	2023/24	2024/25	2025/26	2026/27	2027/28 & Outyears	Total
Total submitted for baseline reduction target	(0.000)	s9(2)(f)(iv)				
If required: total amount of targeted policy savings	(x.xxx)	(x.xxx)	(x.xxx)	(x.xxx)	(x.xxx)	(x.xxx)
Total amount of revenue options	(x.xxx)	(x.xxx)	(x.xxx)	(x.xxx)	(x.xxx)	(x.xxx)
<b>Total savings/revenue proposed</b>	<b>(0.000)</b>	<b>s9(2)(f)(iv)</b>				
If invited: cost pressure funding sought	x.xxx	x.xxx	x.xxx	x.xxx	x.xxx	x.xxx
If invited: new spending sought	x.xxx	x.xxx	x.xxx	x.xxx	x.xxx	x.xxx
<b>Total new funding sought</b>	<b>x.xxx</b>	<b>x.xxx</b>	<b>x.xxx</b>	<b>x.xxx</b>	<b>x.xxx</b>	<b>x.xxx</b>
<b>Net impact of all Budget 2024 proposals</b>	<b>(0.000)</b>	<b>s9(2)(f)(iv)</b>				

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**Section 2: Alignment with Government Priorities**

The Ministry for Pacific Peoples savings initiative delivers on the Governments priority of “delivering effective and fiscally sustainable public services”.

This Ministry plans to achieve this by the reduction of back-office FTE, through the rationalising and clustering of functions. There will be subsequent reduction of costs relating to a reduced workforce, for example. reduction in overheads such as office space, equipment, software, flights, accommodation, etc.

Please provide a ranking of preferred savings proposals (up to top 10), and any invited spending proposals (up to top 10).

	<b>Ranking of savings proposals</b>	<b>Ranking of spending proposals (if invited)</b>
1.	Delivering effective and fiscally sustainable public services	
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

### **Section 3: Planning for Managing Within Baselines**

The Ministry has started a Change Process that will run between 1 February 2024 to 30 June 2024, with a 1 July 2024 go-live.

The outcome is a reduction to FTE and subsequent efficiencies from a reduced workforce, such as office space, equipment, software, flights, accommodation, etc.

The annual baseline savings target of **s9(2)(f)(iv)** will be realised by 30 June 2025.

There will be redundancy costs associated with this initiative however these costs are expected to be covered from 2023/24 budget.

There are risk we have considered:

- Pacific communities' concern of the Ministry's ability to engage with them and of the Ministry's future as an entity being uncertain.
- A reduction to the Ministry's workforce can have an initial impact on the delivery of the Ministry's work programmes,

However, through Stakeholder engagement and reprioritisation of work programmes to ensure the coalition Government priorities are delivered on, the Ministry expects these to be Low Risk with little long-term impact.